



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON MANNHEIM
UNIT 29901
APO AE 09086-9901

IMEU-MAN-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Minutes of 14 November 2006 Environmental Quality Control Committee (EQCC) Meeting

1. The EQCC meeting was held on 14 November 2006 at Sullivan Barracks. The EQCC presentation package and attendance roster are enclosed (encls 1+2).
2. The acting Director of Public Works (DPW), Mr. Buffum, opened the meeting and welcomed the attendees. The Environmental Management Division (EMD) Chief, Ms. Foley, also welcomed the EQCC and introduced the meeting agenda.
3. Ms. Buerkle explained the Environmental Management System (EMS) and the environmental audit procedure. She then presented the results of the 2006 internal EMS Audit. The Environmental Performance Assessment System (EPAS) is an audit where environmental legal compliance is monitored, whereas the EMS audit checks conformance to International Standard Organization (ISO) 14001:2004 and Army EMS requirements.
4. The United States Army Garrison (USAG) Mannheim has completed all the Army EMS metrics for fiscal years 03-05. The Department of the Army has recently released new draft metrics to measure garrison progress toward full ISO 14001:2004 conformance in 2009. These new metrics include the performance of an EMS Management Review by 31 December 2006.
5. Ms. Buerkle explained the planning of the internal EMS audit. The scope of the 2006 internal audit included the entire USAG Mannheim. An audit plan was created which included the schedule of interview appointments and information about the audit team. The following directorates and divisions were audited: DPW, Fire Department, Directorate of Logistics, Public Affairs Office, Safety Office.
6. The internal EMS audit determined that the EMS framework is in place, the only element that is still under development is Operational Control. The EMS team cited a positive audit finding that corrective actions and environmental objectives and targets are tracked in an exemplary manner. Furthermore, the Garrison makes efforts to train everybody in environmental and EMS awareness. A noted non-conformity was that the approval of documents and the document control criteria were missing in individual cases. The presentation showing detailed audit findings is enclosed (encl 1).

7. Ms. Foley announced the following environmental updates:

a. Update of ongoing or planned projects:

- (1) Oil/Water separator repairs are ongoing.
- (2) A contract has been awarded to seal the concrete at holding yards and washracks.
- (3) Cross-connection/backflow prevention devices will be installed in most buildings on post to protect water quality.
- (4) The hazardous waste accumulation points at Coleman Barracks will be repaired.
- (5) Groundwater monitoring is being conducted at Friedrichsfeld and Coleman Barracks.
- (6) The garrison has employed the Center for Health Promotion and Preventative Medicine to design a uni-directional hydraulic flushing program to maintain water quality on the installation.

b. Groundwater and soil remediation at several leaking oil/water separators is complete. The reports have been prepared and will be forwarded to the host nation for approval.

c. Hazardous waste/hazardous material inspections for all installations will be completed by the end of this calendar year.

d. The garrison received an official Notice of Violation for a noise complaint near the Gruenstadt installation. The garrison is researching if an engineering solution is feasible to address this complaint.

e. The EMD is working to appoint a Building Energy Monitor (BEM) for every building on post. The BEMs will monitor buildings for energy waste. EMD will provide training to the appointed monitors.

f. The Environmental Compliance Officer (ECO) 32 hour mandatory training is now available on-line. The EMD will send all ECOs instructions on how to access the training.

g. All units must attend a one hour EMS Awareness training. Please contact Ms. Buerkle (381-7414) to schedule training for your unit.

8. Hazardous Waste Management Board: Ms. Foley announced several changes regarding the disposal of hazardous waste, including Decontamination Solution Number 2 (DS2), Chemical Defense Equipment (CDE) Kits, and compressed gas cylinders.

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9. The EMD has set an environmental goal to reduce the amount of paper we consume. To support this goal we will no longer provide hard copy handouts at the EQCC meetings. All presentations and handouts will be available at the EMD web site:

<http://home.mannheim.army.mil/sites/directorates/DPW/Environmental.htm>.

10. The EMD will recognize outstanding ECOs, recyclers, and BEMs at each meeting. As the Commander was not available for this meeting, the awards will be handed out in the next EQCC meeting.

11. POC is DPW, Environmental Management Division, DSN 381-8675/7699, email. DLUSAGMannheimDPWEMD@EUR.ARMY.MIL

2 Encls


JEFFREY FLETCHER
LTC, AG
Commanding

DISTRIBUTION:

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ENVIRONMENTAL QUALITY
CONTROL COMMITTEE
(EQCC)




14 Nov 2006

USO Conference Room

14:00 - 15:00




EQCC AGENDA




- * Opening Remarks
- * 2006 Internal EMS Audit Results
- * Environmental Updates
- * Awards
- * City Of Mannheim Issues
- * Open Discussion
- * Future Meeting Dates
- * Adjourn


* EMS Management Review – 1500 - 1600




ENVIRONMENTAL UPDATE




- Projects:
 - Oil/Water Separator repair
 - Sealing concrete at holding yards and washracks
 - Cross-connection backflow prevention device installation
 - HWAP repair at Coleman
 - F'feld and Colman groundwater monitoring
 - Hydraulic flushing program
- Reports:
 - Taylor groundwater cleanup
 - Sullivan Groundwater sampling
 - Spinelli groundwater sampling – expect shortly
- Upcoming HW/HM inspections at BFV and Coleman
- Noise violation Gruenstadt
- Building Energy Monitor appointment
- ECO training now on-line
- EMS training – new schedule available




AWARDS




- ECO OF THE QUARTER
- RECYCLER OF THE QUARTER
- ENERGY MONITOR OF THE QUARTER




CITY OF MANNHEIM ISSUES




- CITY OF MANNHEIM ISSUES
- OPEN DISCUSSION




ENVIRONMENTAL QUALITY CONTROL
COMMITTEE (EQCC)
MEETING SCHEDULE 2007




13 February 2007 1400 - 1500 USO Conference Room	15 May 2007 1400 - 1500 USO Conference Room
18 September 2007 1400 - 1500 USO Conference Room	13 November 2007 1400 - 1500 USO Conference Room




EMS Implementation USAG Mannheim




Internal EMS Audit Results
October 2006




What is EMS?




- * EMS = Environmental Management System
- * A systematic approach to environmental protection.
- * EPAS checks legal compliance
- * Internal EMS Audit reviews and evaluates the USAG Mannheim's EMS performance and conformance status against the ISO 14001:2004 requirements, Army requirements and the Garrison's EMS
- * Scope FY 2006: USAG Mannheim




EMS Implementation Status




- * Army Metrics:
 - * EMS Policy (09/2003)
 - * EMS Self Assessment (03/2004)
 - * EMS Implementation Plan (09/2004)
 - * Prioritized List of Environmental Aspects (03/2005)
 - * EMS Awareness Training (03/2005)
 - * EMS Management Review (12/2005)
 - * EMS Management Review (12/2006)




Internal Audit Results




- * Summary of Findings
- * EMS framework is in place
 - * All elements (except for Operational Control) are implemented
- * Strengths:
 - * Tracking of objectives and targets
 - * Tracking of corrective actions
 - * Training program
- * Main deficiencies:
 - * Development of documents and implementation of document control
 - * Approval of documents




Ranking of Findings




- * Non-conformity
 - * ISO 14001:2004 or Army EMS requirement not met
- * Potential for improvement
 - * Basic implementation completed, revisions required
- * In conformance
 - * Full conformance with ISO 14001:2004 and Army EMS requirements
- * Under development
 - * Not fully implemented yet
- * Positive Finding
 - * Better implementation than required




Internal Audit Results




- * EMS Policy
 - * Established in 2003, updated in 2005
 - * Contains all elements required by ISO 14001
 - * Communicated during EQCC, awareness training sessions, in-processing
- * Non-conformity:
 - * Policy is pending approval from current Garrison Commander
- * Potential for improvement:
 - * Complete EMS training for Garrison personnel and communicate EMS Policy




Internal Audit Results




- * Resources, Roles, Responsibility and Authority
 - * EMS responsibilities are assigned
 - * EMSMR (EMS Management Representative) is assigned and is aware of his responsibilities
 - * EMSMR ensures training and supports EMS implementation
- * Potential for Improvement:
 - * Reportedly not enough resources are available
- * Non-conformity:
 - * There is no valid EMSMR appointment letter




Internal Audit Results



- * Competence, Training & Awareness
 - * EMS awareness training was conducted Garrison-wide, but did not reach everyone
 - * Procedure was developed for awareness and competency training
- * Potential for improvement:
 - * Update EMS procedure
 - * Ensure that every community member is trained, especially division chiefs and unit Commanders



Internal Audit Results



- * Communication
 - * Procedure for internal and external communication was completed
 - * Internal communication conducted via CFT-meetings and website
 - * External communication conducted via EQCC, PAO, Noise Commission and website
- * Non-conformity:
 - * Decision to externally communicate significant aspects is not documented



Internal Audit Results



- * Monitoring and Measurement
 - * Processes and activities with a potential environmental impact are generally monitored
 - * EMS performance is measured and evaluated by EMS audits
- * Potential for improvement:
 - * Complete plan for monitoring of facilities



Internal Audit Results



- * Evaluation of environmental compliance
 - * Compliance status is monitored by external and internal EPAS
 - * Results are briefed to EQCC
 - * Records are kept at EMD
- * In conformance



Internal Audit Results



- * Non-conformance, Checking and Corrective Action
 - * Corrective Action Plan was developed for non-conformities and non-compliances
 - * Progress of corrective action is continuously monitored
- * Positive finding:
 - * Regular and systematic tracking of corrective actions



Internal Audit Results



★ Next steps

- ★ Continue EMS training
- ★ Broaden scope of environmental targets
- ★ Implement SOPs where required
- ★ Include selected Units in EMS FY 07



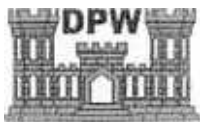
Questions?



USAG MANNHEIM
UNIT # 29901, APO AE 09086
ATTENDANCE SHEET

PURPOSE:	ENVIRONMENTAL QUALITY CONTROL COMMITTEE (EQCC)		
DATE:	14 November 2006	TIME:	14:00 - 15:00
PLACE:	USO BUILDING # 254 CONFERENCE ROOM		

NO.	NAME	POSITION	ORGANIZATION	TEL.NO.: E-MAIL(FAX)
1	Toby DUBERA	UEC NAE II	2-502 MW	382-5181 Toby.Dubera@US.Army.mil
2	GEORGE SPEARS	USAG-M DOL HAZMAT CHIEF	DOL	
3	Terry Danko	Engr SAB PROJ	5th Sig Cnd	380-5503 terry.danko@eur.army.mil
4	LARRY PAYTON	MWR	MWR	380-3130
5	Josef Holczel	ORM Div	DPW	381-7240
6	Ana Wimbush	USAG-M DHE Asst	DHE	385-2580 ana.l.wimbush@
7	Rick Wein	HMS Custodian	AAFE MX	7104842 Weir@AAFEs.com
8	Kazem Michel	DPW, Branch Chief	ORM Div.	michel.kazem@usarmy
9	Bruce Hendrickson	Special Project	MWR	385-3190 Bruce.Hendrickson@usarmy
10	Joe Hou		PM	0621-290-3621 k.bretcher@mw.de
11	Colleen	69813+	Colleen	382-4665 Colleen
12	Dr. TEHRANIAN	Civ ALL	MLL	382-5131 david.tehranian@US.Army
13	PETER BENNITZ	USAG-M C/ISO, DPW	DPW	381-7247 peter.bennitz@usarmy
14	MARY KAY FOLEY	USAG-M C/EMD	DPW	381-8675 mary.foley@usarmy
15				



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1	Fellman	Env Prot Spec	DPW, EMD	0621-730-8447 SOFIA.Fellman@us.army.mil
2	Winkler	"	"	0621-730-2002 brnd.winkler@...
3	Johnson	OPS SGT PMO	PMO / DES	385-2541 michael.johnson11@us.army.mil
4	Crosson	AIC b/f/s	USAC	385-2487 John.D.Crosson@USAC.mil
5	McElmurry	BN Safety/Env	2-502	382-4343
6	Zielonka, M	CIV	CST Mhm.	384-6086
7	Payston, Laura	Teacher	MHS	380-9181 Laura.Payston@eu.dodea.edu
8	Greenwood, U.	Eng. Spt. Clerk	DPW-EMD	Ulrich.Greenwood@us.army.mil 381-7511
9	Williams, Gary	Aircom Transporter	AircomAR	gary.williams@AFSBENKope Army AFB
10	Holmes, Herman	"	"	HERMAN.Holmes@AFSBENKope Army, m L 382-4486
11	Findley, Daryl	CHO	MHS	daryl.findley@eu.dodea.edu 381-7520
12	Meu	CIV	DPW, OCM	Ulrich.Meu@us.army.mil
13	JOE HAN	CIV	MAIN STONE	7184810 HAN.JS@RAKES.com
14	WILLIAM BODOL	HSG/FB	DPW	385-2185 WILLIAM N. BODOL
15				



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1	SCHWARZ Dirk	Supply Tech		375-7386 dirk.schwarz 16 us.army.mil
2	Martha Wike	Env Eng		315-7405 martha.wike 16 us.army.mil
3	Gebreyohannes	Env. Engnr	DPW-EMD	381-7699/381-8286 gebreyohannes 16 us.army.mil
4	Hansen, Gary	Environment Branch Chief ORND K-Town	DZMK-Team	1483-6187 gary.hansen 2DA.mil
5	Christen, Andrew	Range Technician	7A JMIC - Mannheim (Range Control)	382-5187/15106 andrew.edward.christen 6 us.army.mil
6	Mare, Kurt L.	Dipl.-Ing	USA 6th AF	381-8922 kurt.mare 16 us.army.mil
7	Christmann, Cornelia	Gen Supp	MCDC	384-6297 cornelia.christmann 16 us.army.mil
8	Wamser, Thomas	QMR	Mt Act Mannh	381-7101 thomas.wamser 16 us.army.mil
9	Neumann, Stefan	Former Apprentice	MAM	381-8974
10	SCHOTT, PETER	SAFETY	MAM	381-7506
11	Groff, Pat	DPW	USA 6th AF DPW	387-3012
12	Blades, Astrid	DPW	USA 6th AF DPW	387-3145
13	Schott, Franz	DR Prof Sp	DPW EMD	
14	GABRIEL, JOERG	LEAD FIRE INSPECTOR	USAG-M F&ED	382-4690 joerg.gabriel 16 us.army.mil
15	WILSON, S Edward	Industrial Hygienist	USACHPPM	381-7412 ed.wilson 3c us.army.mil